



**Welcome**

# **Planning For Your Future: Housing Production Plans**

## **Massachusetts Municipal Association**

Department of Housing and Community Development

January 24, 2009



## Community Assistance Unit

### Working in Partnership with Communities

- Housing Development
- Land Use Planning and Zoning
- Municipal Governance
- Community and Economic Development
- Downtown Revitalization
- Sustainable Development
- Relocation Requirements and Benefits



## HPP: What is it?

- A voluntary affordable housing plan adopted by a community and approved by DHCD under 760 CMR 56.03(4)
- Defines annual increases in the number of SHI eligible units
- Certification of Plan:
  - 1 yr. approval for 0.5% of year-round units
  - 2 yr. approval for 1.0% of year-round units



## Highlight of Changes from Planned Production Program 2003 - 2008

### Housing Production Plans (HPP):

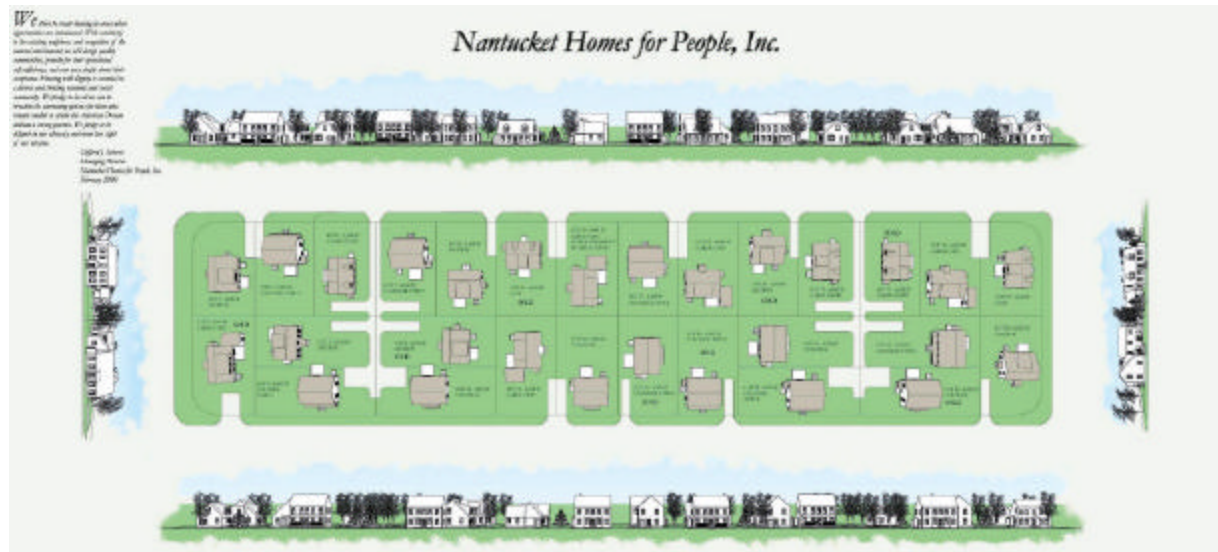
- Lower threshold (down from 0.75% and 1.5%)
- Expanded local input – approval from both Planning Board and Board of Selectmen/City Council before submittal by CEO
- Inclusion of implementation strategies, schedule and numerical goals
- Five (5) year duration – may be amended





# Housing Production Plans

- Comprehensive Needs Assessment
- Affordable Housing Goals
- Implementation Strategies





## Planning & Production

- What is your community context?
- What is allowed under current zoning?
- What changes are needed to create opportunities for more diverse housing supply?
- What local actions has the city/town already taken?
- What other strategies will support city/town goal of expanding housing opportunities?





## Elements of the HPP: Section 1

### Comprehensive Housing Needs Assessment:

- Local and regional census data estimates for existing and projected demographics, housing supply and housing needs.
- Development constraints, limitations and associated mitigation plans
- Capacity of infrastructure relative to existing needs and growth projections



## Elements of the HPP: Section 2

### Affordable Housing Goals

- Housing Mix
  - Consistent with local & regional needs
  - Homeownership & rental options
  - Special needs & elderly
- Minimum affordable housing production goal = 0.5%/year







## Elements of the HPP: Section 3

**Implementation strategies must include:**

1. Identification of growth areas/zoning districts
2. Specific sites to encourage 40B development
3. Preferred residential/mixed-use characteristics
4. Municipally-owned land where city/town will commit to developing mixed-income housing
5. Regional housing development collaborations



## Local Action

- Mixed Use District
- Upper Level Units
- Adaptive re use
- Accessory Apartments
- Chapter 40R/ Inclusionary Zoning
- Passage of CPA/Municipal-owned land
- Tool should be appropriate and good fit



## HPP Certification

### How certification works:

- An approved HPP
- Production of units within the same calendar year
- Request submitted by CEO
- 30-day review period for DHCD
- Certification retroactive to date of SHI eligibility



## HPP Certification

Example of certification post 2/22/08:

- Anytown permits the required 0.5% of units for certification on 12/04/09 and requests certification
- DHCD receives certification documentation/request signed by CEO on 12/8/09
- DHCD issues certification approval letter on 12/19/09
- Anytown is certified from 12/04/09 to 12/03/10



## HPP Certification

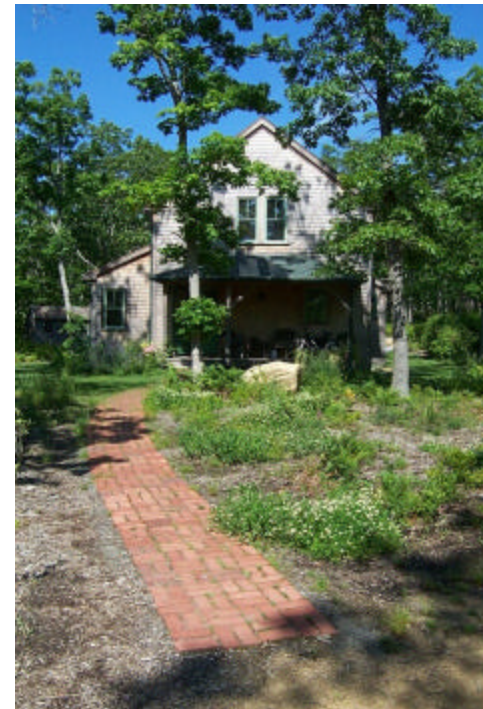
### SHI eligibility: When do units count?

- Earliest of:
  - Final comprehensive permit (including under appeal)
  - Building permit (non comp permit)
  - Occupancy permit (existing units)
- 40R now counts earlier (upon project approval)
- SHI eligibility = HPP certification eligibility
- Cannot count same project at multiple times for certification- Initial point of eligibility is key



## HPP Certification Certified Communities

Ashburnham	07/13/07	07/12/09
Bedford	12/31/07	12/30/09
Berlin	12/21/07	12/20/09
Bourne	04/28/08	04/27/09
Boxborough	05/15/08	05/14/10
Natick	09/19/08	09/17/10
Sharon	03/23/07	03/22/09
Stoughton	05/14/07	05/13/09
Templeton	03/27/08	03/26/10
Tewksbury	02/19/08	02/18/10
Wakefield	05/01/08	04/03/10
Wrentham	03/04/08	03/03/09





## HPP Certification/ Things to Note

- If a community is certified it must notify a developer in writing within 15 days of opening the hearing
- Applicant can challenge ZBA's assertion within 15 days of receipt of ZBA's claim of "safe harbor" via requesting a review/determination by DHCD
- DHCD will notify both parties within 30 days of its receipt of all materials
- Cases before the HAC are not affected
- ZBA needs to accept comprehensive permit application and open the hearing even if certification is achieved



## HPP Certification

### The Bottom Line?

- If a community permits and builds affordable housing in accordance with its approved HPP, it will receive DHCD certification
- Allows greater local control over mixed-income/affordable housing development





## HPP Certification Lessons learned

- Certification is difficult to achieve without 40B
- Building permits not issued within 18 months may force suspension of certification
- Timing is everything
- To maximize certification, request should be submitted to DHCD as soon as units are eligible for the SHI
- Contact DHCD with questions



## Review of Issues/ Plans Under New Regulations

- Lack of Action Plan and Implementation Strategy
- “Kitchen Sink” Approach
- Future Growth Forecasts
- Regional Housing Needs
- Municipal Land
- Potential 40B Sites



**Contact Us**

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# A Consultant's View on Housing Production

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Karen Sunnarborg Consulting  
MMA Annual Meeting  
January 24, 2009



# Why do a Production Plan?

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- Greater local control over housing development/Housing Production
- Higher Commonwealth Capital score – more competitive for state funding
- Greater transparency on Town's needs and priorities regarding affordable housing
- Blueprint for promoting housing diversity – toolbox to meet local needs
- Greater accountability for housing activities
- Housing resource



# What's key to an effective planning process?

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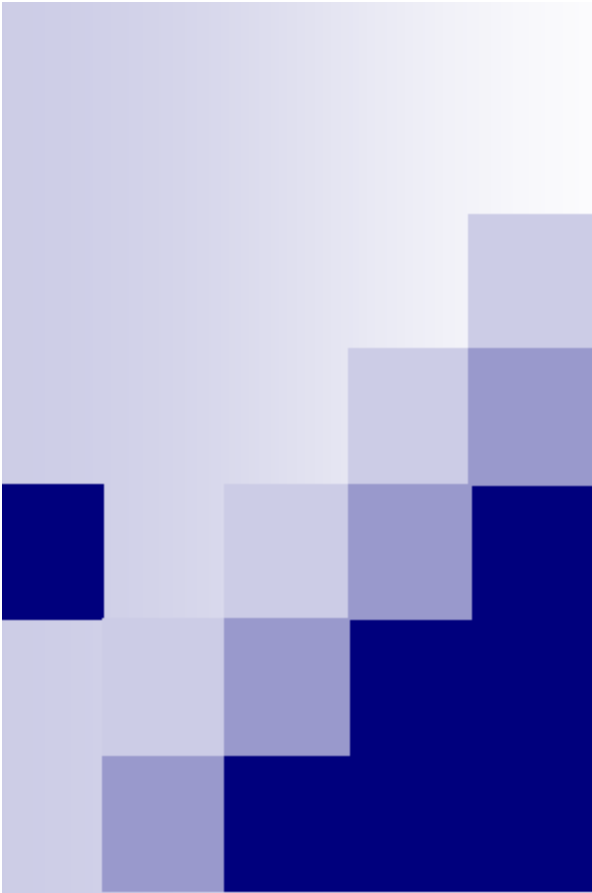
- Designated municipal entity to oversee the process
- Active participation of community leadership/stakeholders
- Maximum use of community-specific info
- Ample opportunity for resident input/community education
- Professional support – local staff or consultant
- Review of effective models to promote affordable housing



# What's key to an effective implementation process?

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- An approved Plan
- Designated municipal entity
- Professional support
- Transparency/community outreach
- Strong local leadership
- Partnerships
- Leverage of limited local resources



# Town of Tewksbury Housing Production Plans

Steven J. Sadwick, AICP  
Director of Community  
Development





# Local Capacity

- Tewksbury has professional planning staff
- Tewksbury has committee of volunteers to assist in planning and zoning changes (Local Housing Partnership)
- Tewksbury has cooperative RPA- NMCOG
- Tewksbury had a 40B pipeline to create production plan




# Tewksbury's Plan History

- 2001-2003 Used EO-418 funds to create Community Development Plan
- 2003-2004 Master Plan that incorporated CDP
- 2005-2006 Local Housing Partnership created Housing Production Plan
- 2008 Certified Plan for 2 year period



# New Housing Production Plan

- Master Plan consultant's estimated cost to revise existing-- \$8,000- 12,000
- Local needs are difficult to quantify
- Specific sites for 40B development very difficult and dependent on private sector
  - Deerhaven example
- Municipally-owned land competing interests



# Concerns

- SHI- Building permits need to be closely monitored and what about lack of lending and slow down in construction (municipality can not control)
- Identifying future 40B sites- can create abutter activity with out a project
- While production is important; sometimes it is the smaller steps that have a more significant impact and get less credit
- Limited resources- Prioritize with other issues: open space, infrastructure, energy planning, new growth, etc.